

Policy and Procedure

Assessor Inquiries and Meeting Requests

Assessor Angela Story

City Phone: 269-427-5831

Cell Phone: 269-207-2590

Email: Angelastory14@yahoo.com

City Hall Hours: Monday- Friday 9:00 am- 4:00 pm

Requests to speak/meet with the Assessor:

- Requests for information can be made via office phone, cell phone, or email.
- Voicemail and Email messages will be returned promptly, if possible, but no longer than 3 business days given normal circumstance.
- Requests to meet in person with the assessor can be scheduled via appointment.

Requests to inspect/copy assessing records:

- Assessing Records are available for inspection/copying during normal City Hall business hours. It is recommended to make this request directly with the Assessor.
- Refer to the separate Policy for Public Inspection and Copying of Records for more detailed information.

Requests for informal meeting prior to March Board of Review:

- Assessment Notices are mailed to taxpayers mid to late February. The Assessor has jurisdiction over the valuations up to the first Monday in March.
- It is highly recommended, though not required to speak with the Assessor regarding questions/disputes regarding valuations prior to protesting to the March Board of Review.
- The assessor can be reached at the phone numbers and email above.